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City of El Paso

FY2015 City Manager's Proposed Budget

Purchasing and Strategic Sourcing





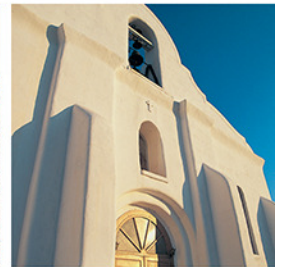
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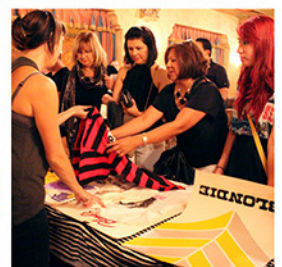
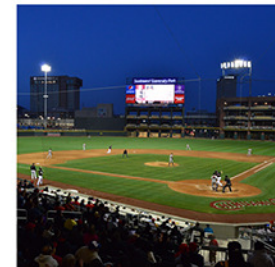
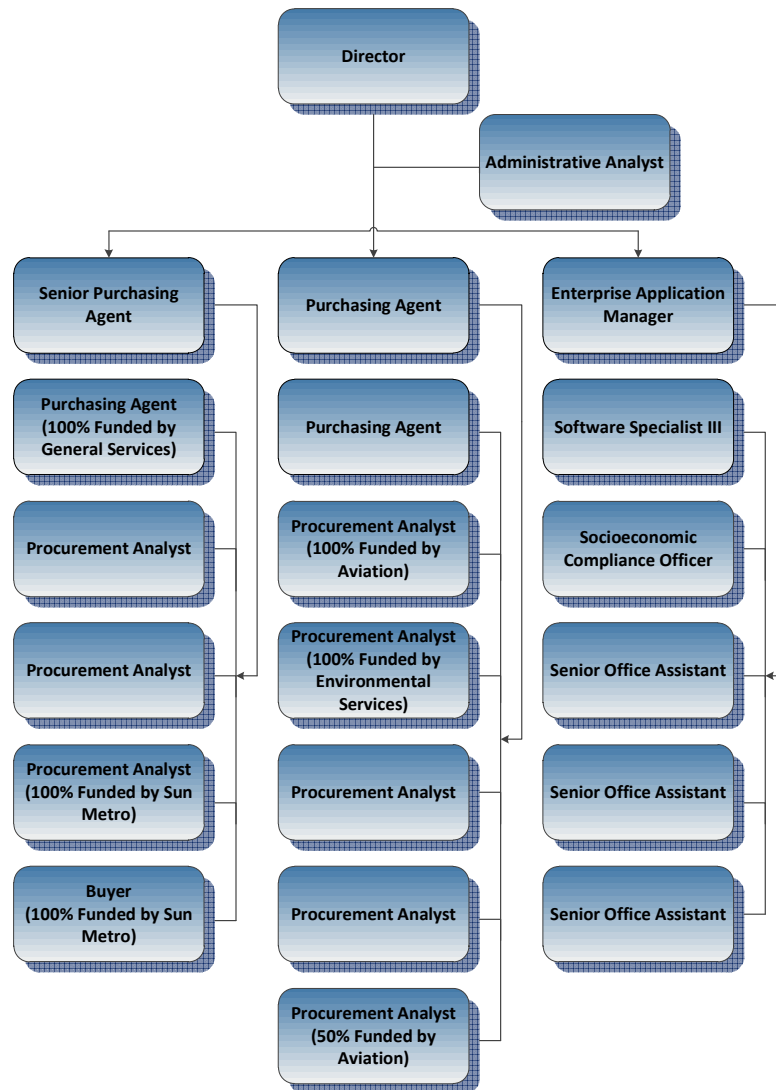
Mission Statement

The Mission of the Purchasing and Strategic Sourcing Department is to provide internal and external training, bidding, and contract administration services to City Departments so they can obtain goods and services at the best value to achieve their mission and results.





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Strategic Alignment

Strategic Areas VI. Technology Technology

Council Goal

Leverage and expand the use of current and new technology to
reduce inefficiencies and improve communications

As Evidenced By

Expediting the delivery of goods & services to the citizens
of El Paso



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FY 2015 Priorities / Initiatives / Results

- Implementation of e-catalog of cooperative contract sourcing opportunities
 - Facilitate 50 percent (213 purchases orders) of routine cooperative purchases through the e-catalog. Purchase order value of \$4.1 million dollars;
 - Reduce the cooperative purchases acquisition cycle from 14 calendar days to 1 business day
- Implementation of PeopleSoft self-service e-Supplier Management Portal
 - Migrating 1,000 suppliers into PeopleSoft self-service e-Supplier Management Portal
- Updating of Strategic Sourcing Department's website to create a Virtual Information Officer
 - Baseline users of the Virtual Information Officer



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FY 2015 Priorities / Initiatives / Results

- Increasing the aggregate COOP threshold from \$100,000 to \$500,000
 - Increasing the threshold will facilitate the acquisition cycle for items purchased off a COOP. The time frame for processing a COOP item would be reduced from 21 calendar days to 2 calendar days as the items would not have to go before council unless the \$500,000 threshold was met
 - Increasing the threshold will accelerate the delivery of goods and services to citizens of El Paso by 90 percent



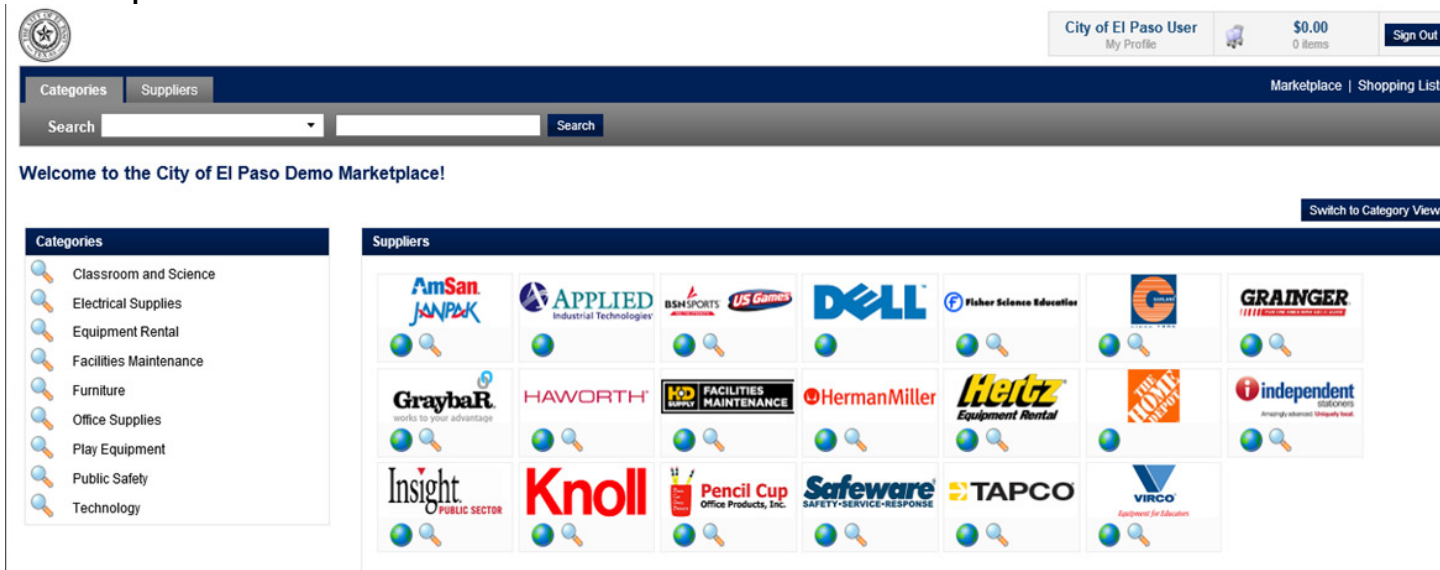
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FY 2015 Priorities / Initiatives / Results

- Establishing a \$2,000,000 threshold for the e-marketplace
 - Approval for items purchased from the e-marketplace will not need to go before council unless the \$2,000,000 threshold is met. The \$2,000,000 threshold will reduce the acquisition cycle from 14 calendar days to 1 calendar day for items purchased off the e-marketplace





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Service Impacts

- With the implementation of the e-catalog staff resources can be reallocated to more strategic purchases. Consequently, the potential impacts of not filling the position will be mitigated.



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FY 2015 Proposed General Fund Revenue

REVENUE BY SOURCE	FY 14	FY14 ADJUSTED	FY 15	FY 15 Proposed Over/(Under) FY 14 Adjusted	
	ADOPTED	05/31/14	PROPOSED	Amount	Percent
Operating Revenues	0	0	75,000	75,000	100.00%
TOTAL REVENUES	0	0	75,000	75,000	100.00%

Hire El Paso First-Local Bid Preference Fee adopted May 6, 2014



FY 2015 Proposed General Fund by Category

	FY 11	FY 12	FY 13	FY 14	FY14 ADJUSTED	FY 15	FY15 Proposed Over/(Under) FY14 Adjusted	
EXPENDITURES	ACTUAL	ACTUAL	ACTUAL	ADOPTED	05/31/14	PROPOSED	Amount	Percent
Personal Services	748,548	684,993	752,457	894,046	788,259	1,063,716	275,457	34.94%
Contractual Services	8,179	10,175	11,415	20,900	20,900	12,900	(8,000)	-38.28%
Materials and Supplies	5,652	4,274	3,400	6,800	6,800	6,800	(0)	0.00%
Operating Expenditures	5,212	7,038	11,962	12,100	12,100	27,554	15,454	127.72%
Other Uses	0	0	0	0	0	25,889	25,889	100.00%
TOTAL EXPENDITURES	767,592	709,765	779,234	933,846	828,059	1,136,859	308,800	37.29%

Personal Services. 2 positions transferred from IT for technology improvements (Enterprise Application Manager and Software Specialist II) and a new position added for Hire El Paso First (Socioeconomic Compliance Officer)

Operating Expenditures. Travel to seminars and conferences needed for those not available via webinars; Seminars and conferences will be attended by staff for continuing education credits and preparation for certification exams; 4 staff members will be taking exams for professional licenses (CPPB and CPPO)

Other Uses. Revenue 2015 to be transferred to future years.



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FY 2015 FTE Comparison

	FY 2014 Adopted	FY 2015 Proposed	Variance	
General Fund	13.50	15.50	2.00	7.41%
Non-General Fund	5.50	5.50	0.00	0.00%
Total	19.00	21.00	2.00	10.53%

- The adopted FY2014 budget included a Procurement Analyst position whose home department was not that of Purchasing. The position was inactivated.
- The FY2015 Proposed Budget includes 2 positions transferred from IT for technology improvements (Enterprise Application Manager and Software Specialist II) and a new position added for Hire El Paso First (Socioeconomic Compliance Officer)



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Vacancies

	General Fund	Non-General Fund	Total
# FTE's Filled	0	0	0
# FTE's Vacant	1	0	1
Total Positions	1	0	1
Salary Savings (Attrition)	\$60,397	0\$	\$60,397



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Questions?



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FY 2015 Proposed All Funds by Division

<i>Division</i>	FY14 Adopted	FY14 Adjusted 05/31/14	FY15 Proposed	FY15 Proposed Over/(Under) FY14 Adjusted	
				Amount	Percent
General Government					
Purchasing Administration	933,846	828,059	0	(828,059)	-100.00%
Administrative Division	0	0	406,164	406,164	100.00%
Supply Chain Management Division	0	0	730,695	730,695	100.00%
Sub Total	933,846	828,059	1,136,859	308,800	37.29%
All Funds Total	933,846	828,059	1,136,859	308,800	37.29%



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Cooperative Spending Analytics FY2013 Expressed as Percentage							
			# of Purchase Orders	Amount	% of TOTAL COOP Spend	% of TOTAL SPEND	% Total COOP of Total Spending
					\$ 22,735,415.84	\$ 403,398,313.00	5.64%
Dollar Threshold	0-100K						1.03%
		Local	167	\$2,926,069.71	12.87%	0.73%	
		Non Local	73	\$ 1,241,950.82	5.46%	0.31%	
		Total	240	\$4,168,020.53	18.33%	1.03%	
	100K-500K						0.55%
		Local	5	\$1,313,139.91	5.78%	0.33%	
		Non Local	3	\$916,064.98	4.03%	0.23%	
		Total	8	\$2,229,204.89	9.80%	0.55%	
	500K and above						4.05%
		Local	3	\$8,128,826.42	35.75%	2.02%	
		Non Local	6	\$ 8,209,364.00	36.11%	2.04%	
		Total	9	\$16,338,190.42	71.86%	4.05%	
		LOCAL	175	\$12,368,036.04	54.40%	3.07%	
		NON LOCAL	82	\$ 10,367,379.80	45.60%	2.57%	
		TOTAL	257	\$22,735,415.84			



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**Cooperative Spending Analytics
Local/ Non Local****FY13****FY12****\$ 403,398,313.00****\$ 428,550,337.00**

LOCAL	\$12,368,036.04	3.07%	\$ 7,722,053.00	1.80%
NON LOCAL	\$ 10,367,379.80	2.57%	\$ 15,286,089.00	3.57%
TOTAL	\$22,735,415.84	5.64%	\$ 23,008,142.00	5.37%



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Fiscal YearSpending Analytics			
		2013	2012
Fiscal Year Spending	Local	\$ 218,649,755	\$ 121,990,446
	Non Local	\$ 184,748,558	\$ 306,559,891
	Total	\$403,398,313	\$ 428,550,337.00
# of Prchase Orders		2013	2012
	CEP01	3725	3867
	CEP35	607	505
	Total	4332	4372



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